Book	Policy Manual
Section	0000/1000 - Community/Board Operations
Title	Administrative Regulations Regarding: School Security and Safety
Code	1810-R
Status	Active
Adopted	August 11, 2015
Last Revised	July 3, 2025
Last Reviewed	July 3, 2025

ADMINISTRATIVE REGULATIONS REGARDING: SCHOOL SECURITY AND SAFETY

I. Security and Safety Committee

In order to create a fully individualized safety plan for each district school, each school will establish a school security and safety committee. *The committee is responsible for assisting in the development of the school's plan and in administering the plan. The committee will meet at least annually to review and update the school's security and safety plan as necessary. In determining whether the security and safety plan requires updating, the committee will take into account the results of the security and vulnerability assessment of the school, as described in Section IV below. Any information provided under this regulation shall be provided in accordance with the confidentiality restrictions imposed under the Family Educational Rights and Privacy Act ("FERPA") and the district's Confidentiality and Access to Student Information policy and regulations.

***[This committee may be the same as the Safe School Climate Committee as long as the Safe School Climate Committee has the required members listed below.]**

The school security and safety committee shall include in its membership a local police officer, a local first responder, a teacher, a building administrator, a mental health professional, and a parent or guardian of a student at the school. Any parent/guardian serving as a member of the Committee shall not participate in any activities which may compromise the confidentiality of any student. Subject matter experts, including but not limited to the local public works director, food services director, the Superintendent of Schools, additional law enforcement members or first responders and representatives of the municipality or others shall be invited to participate as needed.

II. Security and Safety Plan

Each school's all-hazards school security and safety plan will be created using the format prescribed by the Connecticut State Department of Emergency Services and Public Protection/Division of Emergency Management and Homeland Security in conjunction with the Connecticut State Department of Education. The Board will submit the finalized school

security and safety plan for each school to the Department of Emergency Services and Public Protection. Additionally, each plan will be filed as an annex to the municipality's Local Emergency Operations Plan, filed annually with DESPP/DEMHS pursuant to Conn. Gen. Stat. § 28-7. A reference kit that meets the requirements of DESPP/DEMHS will be created in conjunction with the security and safety plan, which will be available to first responders in the event of a safety or security emergency.

III. Training and Orientation for School Employees

Each school employee at the school shall receive an orientation on the school's security and safety plan. Additionally, each school employee at the school shall receive violence prevention training in a manner described in the security and safety plan. The training will be conducted in cooperation with the school safety and security committee and shall include local law enforcement, fire, emergency management, and emergency medical services. The goal of the orientation and training is to provide the school community and municipal officials with an understanding of the need for unified planning, preparedness, and response.

IV. Assessments

At least every two years, the Board shall conduct a security and vulnerability assessment for each school in the district. Each school's security and safety committee shall be advised of the results of the assessment for the committee's school and such results shall be considered by the committee in updating and revising the school's security and safety plan.

Local law enforcement and other public safety officials including the local emergency management director, fire marshal, building inspector and emergency medical services representative shall evaluate, score and provide feedback on fire drills and crisis response drills at each school in the district. By July 1st of each year, the Board shall submit a report to the Department of Emergency Management Homeland Security Regional Coordinator regarding types, frequency, and feedback related to the fire drills and crisis response drills.

Legal

Conn. Gen. Stat. §1-210 (b)(19) Access to public records. Exempt records.

Conn. Gen. Stat. §10-231 Fire drills. Crisis response drills.

Conn. Gen. Stat. §28-7 Local and joint organizations: Organization; powers; temporary aid.

Public Act 13-3, An Act Concerning Gun Violence Prevention and Children's Safety

Connecticut Department of Emergency Services and Public Protection, School Security and Safety Plan Standards, December 30, 2013 (Updated July 2021).

Federal Emergency Management Agency, Guide for Developing High-Quality School Emergency Operations Plans, June 2013